

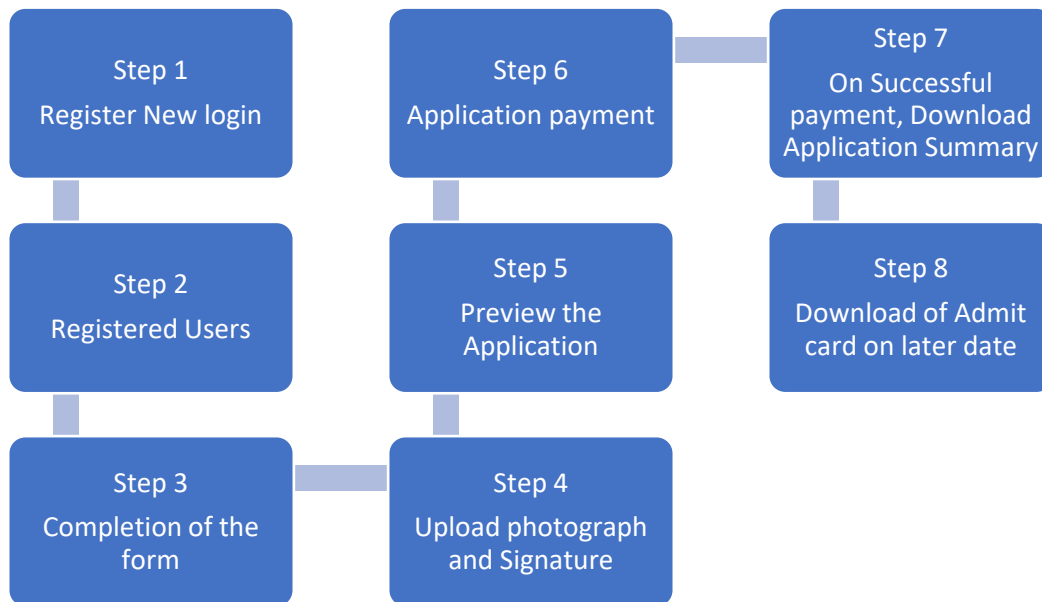


How to fill KMAT Online Registration Form

GENERAL INSTRUCTIONS

1. Candidates are required to apply online through website: <http://kmatindia.com/>
2. Entries in the registration form shall be required to be filled only in English.

Process to fill the KMAT 2023 Registration form.



STEP 1: New Candidate Registrations (First time users)

- New Candidate to visit the website: <http://kmatindia.com/> and click on **KMAT 2023 Application Apply Now.**
- **Click Register (New Candidate)** for candidates who are registering first time.
- Course Applying for: Select the appropriate Course option from the drop down i.e MBA or MCA.
- Candidate's First Name, Middle Name and Last Name: Write your Name as it appears in your School Leaving Certificate.
- Gender: Select the appropriate gender option.
- Nativity by birth/Domicile: Select the appropriate option to confirm your nativity If you do not belong to Karnataka state by either Birth or Domicile, please select the option - Non-Karnataka candidate
- Date of Birth: Enter your Date of Birth in DD/MM/YYYY format in the space provided.
- Email Address: Please provide a valid email address since all the communication will be made to the is email id updated during the registration process.
- Mobile Number: Please key in a valid mobile number



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- Click the check box and accept the declaration and then click Submit and Continue option.
- You will receive a successful registration pop up message, click ok option.
- Please note down the KMAT 2023 application number and date of birth which will be useful for completing the form.
- Please click here to login option to complete the form immediately.
- The application confirmation message for the New Login created will be sent on your Email.

Note: Kindly note the KMAT 2023 Application Number and Date of birth will be used to login to fill the online registration form

STEP 2: Registered Users

- Candidates who have already registered with KMAT 2023 application form, candidate can use the KMAT 2023 Application Number and Date of birth (Used during initial registration) which is sent to their registered mail id and click the **Login option (Green color Icon)**
- Enter Application Number, date of birth and click on “Login” button
- Click OK message.

STEP3: Completion of form.

- Your Application number, Candidate name, Course, Gender, Date of Birth, Age as on 1st January 2023, Domicile, Mobile number, Email id will be prepopulated as per the date filled by the candidate.
- Previous Degree Stream: Select the appropriate stream option from the drop down.
- Previous Institution name: Please key in your Institution Full Name, no short forms accepted.
- Institution Place: Please key in the institution place.
- Institution Year of Passing- Select the appropriate year of passing from the drop down.
- Mode of Test: Select Online as Mode of test.
- **Address for Communication: Write your complete postal mailing address including your first name in CAPITAL LETTERS.**
- **Permanent Address: In case if your communication and permanent address is same, please click the check box. In case if permanent address is different, write your complete postal mailing address including your first name in CAPITAL LETTERS. Failure to write complete address might result in non-receipt of postal communication, if any. All postal communication will be made to the permanent address only.**
- Click Save and Next

STEP 4: Photograph and Signature Upload.

- a) Guidelines to upload the photographs



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- i. Candidate photograph must be recent passport size looking directly at the camera, in color preferably against a white or light background.
- ii. If there is red-eye effect, please edit to remove it.
- iii. If you wear glasses, these should not be tinted glasses, check the make the sure that the photograph has no reflections. Your eyes and face should be clearly visible.
- iv. Wearing Caps, hats or any tinted or dark glasses is not acceptable. Religious headwear is allowed but it must not cover the face.
- v. Photo should present the full head from the top of the hair to bottom of the chin. Centre head within frame. The expression on the face should look natural.
- vi. Preferred Dimension of your photograph are given below
 1. Photo size should be equal to or less than 5-200 kb with 200dpi.
 2. The dimension should be 3.5 cm (139 Px) (width) X 4.5 cm (179 px) (Height)
- vii. No Selfies or pictures taken from Mobile will be accepted.

b. Guidelines to upload the signature

- i. Please sign on white paper with black ink pen and scan an image of your signature.
- ii. Upload the scanned image of your signature. This signature will be used in the Admit card and wherever Necessary.
- iii. Preferred dimensions of signature are 226X113 Pixels.
- iv. Scanned signature size should be equal to or less than 2-200 kb with 200 dpi. The dimension should be 6 cm (Width)X 3cms (Height)

After successful upload, please click Save and Next.

STEP 5: Preview the Filled Application

- Candidates are requested to review their entire application form and click the check box and click save and next.

STEP 6: Application Payment

- Payment of registration fee can be made through Debit / Credit Card / Net Banking / Wallet or UPI.

STEP 7: On Successful payment, Download Application Summary

- On Successful payment, download the Application Summary sheet for your future Reference
- In case of failure of payment, please restart the process and complete the payment.

STEP 8: Download of Admit card on later date